

Roswell Public Library Board

February 23, 2017 at 4:00pm

Bondurant Room at Roswell Public Library
301 N. Pennsylvania Avenue

Board President: Magil Duran

Board Members: Judy Armstrong, Patti
Bristol, Michelle Hembree, Linda Madrid,
Lewie Montgomery, and Alyssa Rogers

Staff Coordinator: Matthew Gormley

- A. Call to Order**
- B. Roll Call**
- C. Approval of Agenda**
- D. Approval of the Minutes**
 - 1. Consider approval of the January 26, 2017 meeting minutes
- E. Non-Action Items**
 - 2. Interim Director's Report
- F. Regular Items (Action Items)**
 - 3. None
- G. Other Business (Non-Action)**
 - 4. Public Comments
- H. Adjourn**

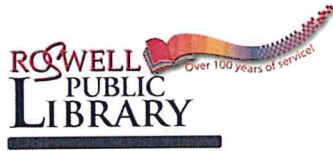
Next Meeting: March 23, 2017

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 16-69.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council. The Council, acting as attendees to an informational presentation, will not be discussing public business and no action will be taken.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted:
February 17, 2017



Roswell Public Library Board

January 26, 2017 at 4:00pm

Bondurant Room at Roswell Public Library
301 N. Pennsylvania Avenue

Board President: Magil Duran

Board Members: Judy Armstrong, Patti Bristol, Michelle Hembree, Linda Madrid, Lewie Montgomery, and Alyssa Rogers

Staff Coordinator: Matthew Gormley

DRAFT

Call to Order

The regular meeting of the Roswell Public Library Board was called to order at 4:00pm by President Magil Duran.

Roll Call

Members present: Magil Duran, Judy Armstrong, Lewie Montgomery, Linda Madrid, Michelle Hembree, and Alyssa Rogers. Absent: Patti Bristol. Staff present: Matthew Gormley, Interim Library Director; and Kay Carrasco, Recording Secretary.

Approval of Agenda

Mr. Duran called for approval of the agenda. Dr. Armstrong moved to approve; Mr. Montgomery seconded, and the motion passed by unanimous voice vote.

Approval of the Minutes

Mr. Montgomery moved that the minutes be accepted as presented; Ms. Hembree seconded, and the motion passed by voice vote.

Non-Action Items

Interim Director's Report: In addition to his written report, Mr. Gormley reported that the position of Library Director is still not filled. One candidate was interviewed by Skype earlier this month and another will be interviewed the day after this meeting. No further information or timeline has yet been announced.

On the 2018 budget, the City Council has approved a timeline and due dates for various portions of the process; at this time they are working on major capital items and developing the priorities for those. (Library: Re-point exterior stone work; re-seal all

windows [there are leaks]; and eventually the entire building needs to be recarpeted.) There has not as yet been any instructions to reduce the Library's total budget from 2017 levels, so we are preparing a budget as close to zero increase as possible, though there is some shifting as we discover lines which this year are running over or under estimated expenditures.

Regular Items (Action Items)

There were no action items.

Other Business (Non-Action)

There were no public comments, and no further business brought before the board.

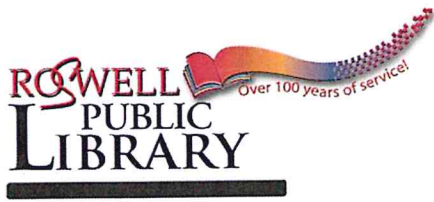
Ms. Carrasco handed out the updated Library Board Manuals to those members who had not yet picked them up.

Adjournment

Mr. Montgomery moved that the meeting be adjourned. Ms. Bristol seconded. The motion passed by unanimous voice vote and the meeting adjourned at 4:10pm.

Next Meeting: February 23, 2017

Magil Duran, President



February Report

Building

Personnel

Margarita Chavira will celebrate two years with the library in February.

We have hired Fantasia-Renee Ramirez to fill the children's page position. She started on the 17th of this month.

Training

Matthew attended the "You Can Do I.T.! How to Empower Library Staff with Basic Tech Management Skills" and "Full STEAM Ahead" webinars.

Amanda attended the "Basic Tech Management Skills for Library Staff" webinar.

Claire attended the "Creating a Culture of Volunteer Engagement", "Social Media and Volunteer Engagement" and "Transform Your Children's Library Into an Interactive STEAM Learning Environment" webinars.

The staff members who were not able to attend last month's Sexual Harassment class attended sessions in February.

Classes, Tours, School Visits, Outreach

Other

Value of Services Used at the Roswell Public Library – JAN 2016

Monthly Use	Library Services	Value of Services
5,158	Adult Books Borrowed	\$144,166
717	Young Adult Books Borrowed	\$20,040
3,863	Children's Books Borrowed	\$77,067
2,138	Paperback Books Borrowed	\$21,359
57	Magazines Borrowed	\$225
2,676	DVDs Borrowed	\$66,766
388	CDs Borrowed	\$7,756
709	Audio Books Borrowed	\$56,685
434	eBooks Borrowed	\$12,130
21	Meeting Room Use per Hour	\$1,050
2	Adult Programs Attendance	\$20
0	Young Adult Programs Attendance	\$0
229	Children's Programs Attendance	\$2,290
5,550	Computer Use (Avg 1 Hour/Person)	\$66,600
39	Scanner/Microfilm Reader (By Session)	\$390
4,667	Database Searches	\$93,107
1,058	Reference Questions Asked	\$10,580
	Total Value	\$580,231


Value of Services Used at the Roswell Public Library - Year to Date

Year To Date	Library Services	Value of Services
35,181	Adult Books Borrowed	\$983,309
4,938	Young Adult Books Borrowed	\$138,017
30,052	Children's Books Borrowed	\$599,537
19,464	Paperback Books Borrowed	\$194,445
532	Magazines Borrowed	\$2,101
20,725	DVDs Borrowed	\$517,089
3,240	CDs Borrowed	\$64,768
4,981	Audio Books Borrowed	\$398,231
2,591	eBooks Borrowed	\$72,418
240	Meeting Room Use per Hour	\$12,000
376	Adult Programs Attendance	\$3,760
5	Young Adult Programs Attendance	\$50
2,561	Children's Programs Attendance	\$25,610
46,480	Computer Use (Avg 1 Hour/Person)	\$557,760
240	Scanner/Microfilm Reader (By Session)	\$2,400
46,891	Database Searches	\$935,475
7,444	Reference Questions Asked	\$74,440
	Total Value	\$4,581,410



on our website : <http://roswell.gov/405/Roswell-Public-Library/>



Sunday 2 pm – 6 pm	Monday 9 am – 9 pm	Tuesday 9 am – 9 pm	Wednesday 9 am – 6 pm	Thursday 9 am – 6 pm	Friday 9 am – 6 pm	Saturday 9 am – 6 pm
			1 Story Time* 10:00am and 3:30pm Dr. Seuss	2	3	4 Story Time* 2:00pm Colors Social Media Class 10-11:00am Job Search Boot Camp 2-4pm Boudurant Room
5	6	7 Between the Lines Adult Coloring	8 Story Time* 10:00am and 3:30pm Pancakes	9	10	11 Story Time* 2:00pm eBooks 3:00pm eReaders

Seating space is limited by the Fire Marshall.

**Seating space is limited
by the Fire Marshall.
First come, first served
for all programs.**

Story Time*
10:00am and 3:30pm
Pancakes

littleBits
ELECTRONICS

Story Time
2:00pm
eBooks
RPLmakers: littleBits
3:30-5:00pm

3:30-5:00pm

****Registration required
for Spring Break
Activities – begins March
18th**

<p>Brick by Brick</p> <p>5-6:30pm</p> <p>All Ages</p> <p>Bondurant Room</p>	<p>Story Time*</p> <p>10:00am and 3:30pm</p> <p>Birds and Bunnies</p> <p>4:30-5:30pm</p> <p>Zentangles**</p> <p>Malone Room</p>
--	--

<p>Let's Get Animated! ** 10:30-11:30am and 2:00-4:00pm Bondurant Room</p>	<p>Glow Painting ** 10:30-11:30am Bondurant Room</p>
--	--

***Must arrive within the first 15 minutes of program to participate in crafts.**